

**SPECIAL MEETING**  
**OF**  
**JACKSON MUNICIPAL AIRPORT AUTHORITY**  
**BOARD OF COMMISSIONERS**

**JUNE 21, 2007**

The Board of Commissioners (the "Board") of the Jackson Municipal Authority ("Authority" or "JMAA") met in the Community Room at Jackson-Evers International Airport ("JEIA") in Jackson, Mississippi, at 7:30 a.m. on Thursday, June 21, 2007 (the "Meeting"), pursuant to proper notice, a copy of which is attached as an exhibit to the minutes of this Meeting.

**I. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM.**

Chairman J. R. Jones presided, called the Meeting to order, and called the roll of Commissioners. The following Commissioners were present in person at the meeting:

J. R. Jones, Chairman  
Dr. Sylvia Stewart, Vice Chair  
Dr. Glenda Glover (for part of the Meeting)  
Johnnie Patton, P. R. PH.

Chairman J. R. Jones noted that a quorum was present in person and announced that the Meeting was competent to proceed with the business at hand.

The following other persons were also present at the Meeting.

Dirk B. Vanderleest, JMAA Chief Executive Officer  
Bonnie Wilson, JMAA Chief Operating Officer  
Gary Cohen, JMAA Chief Financial Officer  
Woody Wilson, JMAA Vice President for Facilities  
Rene' Woodward, JMAA Director of Human Resources and Administration  
Kenneth Randolph, JMAA Airport Police Commander  
Denson Stasher, JMAA Director of Operations and Security  
Barbara Reed, JMAA Executive Assistant  
Larry Davis, JMAA Compliance Analyst  
Jack Weldy, JMAA Properties Manager  
Joyce Tillman, JMAA Facilities Engineer  
Pete Carter, JMAA  
Karen Hatten, JMAA  
Lt. Desmond Reed, JMAA  
Debbie Skipper, JMAA  
Alan L. Moore, Baker Donelson Bearman Caldwell & Berkowitz

Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz  
Chuck Lott, Neel-Schaffer, Inc.

## II. APPROVAL AND EXECUTION OF MINUTES.

### A. Special Board Meeting on June 6, 2007.

The Board considered the minutes of the Open Session and Executive Session of the Special Board Meeting on June 6, 2007.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), said minutes were approved as presented and directed to be filed in the appropriate minute book and records of the Authority.

## III. PUBLIC COMMENTS.

None.

## IV. REPORTS.

### A. Chief Executive Officer.

#### 1. Airport Project Manager Summary, Ending May 31, 2007.

Mr. Vanderleest directed the Board's attention to this Report, as found in the packet distributed to the Board prior to the Meeting (the "Packet"), and discussed this Report with the Board. A copy of the Packet is attached as an exhibit to the minutes of the Meeting.

#### 2. Airport Activity Statistics Report, Ending May 31, 2007.

Mr. Vanderleest directed the Board's attention to the Activity Report for the month ended May 31, 2007, as found in the Packet, and discussed this Report with the Board.

#### 3. Employee Recognitions.

##### a. Employee of the Month.

Mr. Vanderleest asked that this matter be deferred to the end of the Meeting.

##### b. Certificates of Completion: American Sign Language.

Mr. Vanderleest asked that this matter be deferred to the end of the Meeting.

c. International Parking Institute Award: Honorable Mention Parking Facility Rehabilitation and Expansion.

Mr. Vanderleest recognized and commended Mr. Woody Wilson, JMAA Vice President for Facilities, for his outstanding work in connection with rehabilitation and expansion of the public parking garage at JEIA. Mr. Vanderleest said that project had recently been given an Honorable Mention Award by the International Parking Institute in the category of Parking Facility Rehabilitation and Expansion.

4. U. S. Department of Homeland Security/FEMA Logistics Center.

Mr. Vanderleest said that J. C. Sandberg, the member of the Washington, D. C. office of Baker Donelson working on this matter, had visited Jackson on June 11-12, 2007. In addition to visiting with Mr. Vanderleest and touring JEIA to understand more fully the opportunity to locate a logistics center at JEIA, Mr. Sandberg met with individuals assigned to logistics preparation at the Mississippi Emergency Management Agency ("MEMA"). As a result of those meetings, Mr. Sandberg had learned that MEMA officials were continuing to use an airfield at Purvis, Mississippi, for post-Katrina logistics support, and were considering use of the Naval Air Station in Meridian, Mississippi, as a logistics center. Mr. Sandberg advised the MEMA officials of JMAA's interest in establishing a logistics center at JEIA. Mr. Vanderleest said that additional meetings would be held with MEMA officials in the near future.

Mr. Vanderleest then reported on meetings that had been scheduled in Washington, D. C. on June 18-19 by John Waits and Mr. Sandberg to discuss the logistics center project. Mr. Vanderleest said that they met with Mark Snyder, a FEMA official working on a pilot project whereby FEMA would fund a study of logistics center needs and options. Mr. Vanderleest said that they also met with Mark Van der Water, Minority Clerk to the Senate Appropriations Committee, Homeland Security Subcommittee; Brad Davis, General Counsel to Senator Cochran; Jack Norris, Appropriations Director for Senator Lott; Mike Lipski, Legislative Director for Congressman Pickering; and Karus Gutter, Senior Legislative Assistant to Congressman Thompson. Mr. Vanderleest said that all were receptive to development of a logistics center at JEIA, and all pledged their support and assistance in persuading FEMA to designate JEIA as the site for its pilot project.

5. Flowood Annexation.

Mr. Vanderleest said that, as directed by the Board, he had delivered a letter to Gary Rhoads, Mayor of the City of Flowood, expressing JMAA's opposition to Flowood's annexation of property at JEIA and offering to meet with Mayor Rhoads and other representatives of Flowood to discuss zoning, development guidelines, and other issues of mutual concern. Mr. Vanderleest said that an initial meeting was scheduled for July 3, 2007.

Mr. Vanderleest then asked Mr. Moore to report to the Board on other actions taken in connection with this matter.

Mr. Moore reported that, as directed by the Board, Mr. Wagner and Mr. Moore met on June 7, 2007, with Sarah O'Reilly-Evans, City Attorney for Jackson, and Chandra Calhoun Lawrence, Assistant City Attorney, to give the City notice of Flowood's intention to annex two parcels at JEIA. During that meeting, Ms. O'Reilly-Evans expressed agreement with the Authority's intention to employ Jim Carroll of the Jackson, Mississippi, law firm of Carroll Warren and Parker, to represent the Authority in opposing Flowood's annexation attempt.

At Mrs. O'Reilly-Evans' suggestion, Mr. Moore and Mr. Wagner met with the Jackson City Council on Tuesday evening, June 19, 2007 to discuss Flowood's intended annexation of two parcels at JEIA. No action or decision was requested of the City Council at this time. However, Mr. Moore said that he asked the City Council to consider joining with JMAA in opposing the annexation, if/when Flowood files the annexation ordinance in court without removing the JEIA parcels. He said that the City Council was receptive, and would consider taking such action at the appropriate time.

Mr. Moore also advised the Board that, as directed by the Board, the Authority had taken appropriate steps to retain Jim Carroll of the Jackson, Mississippi, law firm of Carroll Warren and Parker, to represent JMAA, and perhaps the City of Jackson on issues of mutual concern, in opposing Flowood's annexation. Initial research has been undertaken, but Mr. Carroll will not make a formal appearance on behalf of JMAA unless/until Flowood files the ordinance without deleting the JEIA property.

**B. Attorney.**

Mr. Moore said that he had nothing to add to what had been previously discussed.

**V. ACTION ITEMS.**

**A. Financial Matters.**

1. Financial Reports for May 2007: Accept.
2. Claims Docket for May 2007: Approve.

Mr. Vanderleest discussed with the Board the (i) financial reports for the Authority for the month of May 2007, as found in the Packet, and the (ii) Claims Docket for the Authority for the month of May 2007, as set out in the Packet.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION ACCEPTING FINANCIAL REPORTS FOR MAY 2007  
AND APPROVING AND AUTHORIZING PAYMENT OF CLAIMS  
DOCKET FOR MAY 2007**

**WHEREAS**, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) has reviewed and considered (i) certain financial statements for the Authority for the month and period ending May 31, 2007 (the “Financial Reports”), and (ii) the Claims Docket of the Authority for the month of May 2007 (the “Claims”), both the Financial Reports and the Claims being (i) included in the packet distributed to the Board prior to the June 21, 2007, Special Meeting of the Board and (ii) incorporated herein by reference;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby (i) accepts the Financial Reports and (ii) approves and authorizes payment of the Claims in the total amount of \$1,342,271.90.

3. Reallocation of Use of Bond Proceeds.

Mr. Vanderleest directed the Board’s attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION REALLOCATING PROCEEDS OF \$17,200,000.00  
AIRPORT REVENUE BONDS, SERIES 2005A (NON-AMT) AND  
\$8,260,000.00 TAXABLE AIRPORT REVENUE BONDS, SERIES 2005C**

**WHEREAS**, the staff, bond counsel and general counsel to the Jackson Municipal Airport Authority (the “Authority”) have advised the Board of Commissioners (the “Board”) of the Authority that certain proceeds from the sale of Airport Revenue Bonds, Series 2005A (Non-AMT) (the “Series 2005A Bonds”) and Taxable Airport Revenue Bonds, Series 2005C (the “Series 2005C Bonds”) had not been and would not be spent on the projects originally scheduled to be funded by said proceeds because the cost of those projects had been less than originally anticipated; and

**WHEREAS**, the staff, bond counsel and general counsel have recommended that the Board reallocate the remaining proceeds of the Series 2005A Bonds and the Series 2005C Bonds to certain other projects, all as more particularly described in that certain memorandum dated June 20, 2007, (i) distributed to the Board prior to the Special Meeting of the Board on June 21, 2007 (the “Memorandum”) and (ii) incorporated herein by reference; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff, bond counsel, and general counsel of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve, authorize, and direct reallocation of the unspent proceeds from the Series 2005A Bonds and the Series 2005C Bonds to and for the projects more particularly described in the Memorandum; and in connection therewith, the Chief Executive Officer of the Authority is authorized and directed to execute all documents necessary and appropriate to accomplish the foregoing, said documents to be in such form and to contain such terms and conditions as may be deemed appropriate by the Chief Executive Officer, as evidenced by his execution thereof.

[Commissioner Glover then joined the Meeting by telephone. She was able to be heard by all those present at the Meeting, and all those present at the Meeting were able to hear her.]

**B. Service Agreements.**

1. Agreement with Convergent Strategies Consulting, Inc. for Unlicensed Wireless System Design, JEIA: Approve Agreement.
2. Agreement with Burns Cooley Dennis, Inc. for Professional Engineering Services, HF, JMAA Contract No. 001-07-318-3: Approve Addendum No. 3.
3. Agreement with Access Control Group for Parking Revenue Control System Upgrades and Maintenance, JEIA: Approve Agreement.
4. Agreement with Aviation Management Consulting Group for General Aviation Consulting, JMAA Contract No. 051-06-232: Approve Supplement to Agreement.
5. Agreement with Tennant Services for Maintenance and Repairs, JEIA: Approve Agreement.
6. Agreement with BellSouth for FastAccess DSL Services, JEIA: Approve Agreement.
7. Agreement with Kamsky Associates, Inc. for Professional Consulting Services, JEIA, JMAA Contract No. 008-06-250: Approve Addendum No. 2.
8. JMAA Project No. 009-07, Contract No. 009-07-286, Subsurface Storm Water Assessment: Approve Addendum No. 11 to Agreement.

9. Agreement with Neel-Schaffer, Inc. for Professional Engineering Services, JEIA Mapping, JEIA Contract No. 286: Approve Addendum No. 12 to Agreement.
10. Agreement with Charbonnet & Associates, Planners and Consultants, Inc. for Consulting Services, JMAA Contract No. 018-01-173: Approve Amendment No. 2 to Consulting Agreement.

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described each of the matters set out above, and discussed each of these matters with the Board.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
WITH RESPECT TO CERTAIN SERVICE AGREEMENTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has recommended that the Board of Commissioners (the "Board") of the Authority approve and authorize certain actions with respect to certain service agreements identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the June 21, 2007, Special Meeting of the Board (separately, each a "Memorandum;" collectively, the "Memoranda") and (ii) incorporated herein by reference; and

**WHEREAS**, the Board has reviewed and considered said Memoranda and considered said recommendations by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of an agreement with Convergent Strategies Consulting, Inc. for unlicensed wireless system design at Jackson-Evers International Airport (the "Agreement"), said Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
2. The Board approves and authorizes negotiation and execution of a certain Addendum No. 3 to the Authority's agreement with Burns Cooley Dennis, Inc. for additional professional engineering services relating to an assessment of the load-bearing capacity of certain runways and facilities at Hawkins Field

(the “Addendum”), said Addendum to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

3. The Board approves and authorizes negotiation and execution of an agreement with Access Control Group, Inc. for software upgrades and maintenance of parking revenue control systems and equipment at Jackson-Evers International Airport (the “Agreement”), said Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
4. The Board approves and authorizes negotiation and execution of an agreement with Aviation Management Consulting Group for professional services in connection with (i) development of and (ii) requests for proposals for general aviation hangars at Jackson-Evers International Airport (the “Agreement”), said Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
5. The Board approves and authorizes negotiation and execution of an agreement with Tennant Services (“Tennant”) for labor, parts, priority service and other maintenance services in connection with certain floor cleaning machines manufactured by Tennant and used by the Authority (the “Agreement”), said Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
6. The Board approves and authorizes negotiation and execution of an agreement with BellSouth FastAccess Business DSL (“BellSouth”) for installation of a FastAccess DSL business telephone line at the parking garage exit lanes at Jackson-Evers International Airport (the “Agreement”), said Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
7. The Board approves and authorizes negotiation and execution of a certain addendum to the Authority’s agreement with Kamsky Associates, Inc. (“Kamsky”) to employ Kamsky to provide additional professional services relating to the Authority’s initiative to develop air cargo trade with China (the “Addendum”), said Addendum to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter,



as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

8. The Board approves and authorizes negotiation and execution of a certain Addendum No. 11 to the Standard Form Agreement between the Authority and Neel-Schaffer to employ Neel-Schaffer to inspect and evaluate the subsurface storm drainage system in the vicinity of Taxiways A, B and C at Jackson-Evers International Airport and provide recommendations for repairs and improvements thereto (the "Addendum"), said Addendum to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
9. The Board approves and authorizes negotiation and execution of a certain Addendum No. 12 to the Standard Form Agreement between the Authority and Neel-Schaffer to employ Neel-Schaffer to provide certain mapping services regarding Jackson-Evers International Airport (the "Addendum"), said Addendum to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
10. The Board approves and authorizes negotiation and execution of a certain amendment to the Consulting Agreement (the "Agreement") between the Authority and Charbonnet & Associates, Planners and Consultants, Inc. ("Charbonnet") to extend the term of the Agreement and provide for certain additional services (the "Amendment"), said Amendment to be in such form and to contain such terms and conditions consistent with the Memorandum which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**C. Construction Projects.**

1. JMAA Project No. 041-06, Contract No. 041-06-277, Airfield Signage Inventory and Assessment, JEIA: Approve Amendment No. 2 to Addendum No. 10.

Mr. Vanderleest directed the Board's attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING AMENDMENT NO. 2  
TO ADDENDUM NO. 10 TO STANDARD FORM AGREEMENT WITH  
NEEL-SCHAFFER, INC.**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners (the “Board”) of the Authority approve and authorize a certain Amendment No. 2 to Addendum No. 10 to the Standard Form Agreement between the Authority and Neel-Schaffer, Inc. (“Neel-Schaffer”) to extend the time for the performance of services under Addendum No. 10 without any increase in cost, as more particularly described in a certain memorandum dated May 23, 2007, and the attachments thereto, (i) included in the packet distributed to the Board prior to the June 21, 2007, Special Meeting of the Board (collectively, the “Memorandum”) and (ii) incorporated herein by reference; and

**WHEREAS**, the Board has reviewed and considered the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize negotiation and execution of Amendment No. 2 to Addendum No. 10 to the Standard Form Agreement between the Authority and Neel-Schaffer, Inc. (“Neel-Schaffer”) to extend the time for performance of certain services by Neel-Schaffer under Addendum No. 10 at no additional cost to the Authority, as more particularly described in the Memorandum, said Amendment No. 2 to be in such form and to contain such terms and conditions consistent with the Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

2. JMAA Project No. 039-06, Exterior Washing of Main Terminal Building, JEIA: Award Contract.

Mr. Vanderleest directed the Board’s attention to the memorandum in the Packet which described this matter, and the Bid Tabulation Form dated May 11, 2007, which described this matter, also in the Packet, and discussed both with the Board.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION AWARDING CONTRACT FOR PROJECT NO. 039-06,  
EXTERIOR WASHING OF MAIN TERMINAL BUILDING, JACKSON-  
EVERS INTERNATIONAL AIRPORT**

**WHEREAS**, after publication of an advertisement for bids in accordance with applicable law, the Jackson Municipal Airport Authority (the "Authority") received four (4) bids for exterior washing of the Main Terminal Building at Jackson-Evers International Airport (the "Project"), said bids being set out in that certain Bid Tabulation Form dated May 11, 2007 (the "Bid Tabulation Form"), (i) included in the packet distributed to the Board prior to the June 21, 2007, Special Meeting of the Board and (ii) incorporated herein by reference; and

**WHEREAS**, the staff of the Authority has advised the Board of Commissioners (the "Board") of the Authority that the lowest bid for the Project was submitted by U. S. Coating Specialties & Supplies ("U. S. Coating") in the lump sum amount of \$77,000.00 (the "Bid"), as shown on the Bid Tabulation Form and described in a certain memorandum (i) included in the packet distributed to the Board prior to the June 21, 2007, Special Meeting of the Board (the "Memorandum") and (ii) incorporated herein by reference; and

**WHEREAS**, the staff of the Authority has advised the Board that the Bid did not include a Statement of Qualifications as required by the Information for Bidders; however, U. S. Coating provided the Statement of Qualifications after the opening of bids for the Project; and

**WHEREAS**, legal counsel to the Authority has advised the Board that the failure of U. S. Coating to timely file the Statement of Qualifications did not affect the competitive nature of the bids or offer U. S. Coating a competitive advantage, and can be waived by the Board; and

**WHEREAS**, the staff of the Authority has advised the Board that said Bid submitted by U. S. Coating was otherwise compliant with the bid requirements for the Project and has recommended that the Board (i) waive the failure of U. S. Coating to timely provide the Statement of Qualifications and (ii) award the contract for the Project to U. S. Coating for submission of the lowest and best bid for the Project; and

**WHEREAS**, the Board has reviewed the Bid Tabulation Form and Memorandum, and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does: (i) waive the failure of U. S. Coating to timely provide its Statement of Qualifications; (ii) determine that the lowest and best bid for the Project was submitted by U. S. Coating; (iii) award the contract for the Project to U. S. Coating; and (iv) authorize and direct the Chief Executive Officer and representatives of the

Authority to negotiate and execute an agreement with U. S. Coating to accomplish the Project, said agreement to be in such form and to contain such terms and conditions consistent with the Bid and bid requirements for the Project as deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**D. Procurements.**

1. Set DBE Participation Goal for Fiscal Year 2008.

Mr. Vanderleest directed the Board's attention to the memorandum dated June 19, 2007, in the Packet, which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING DBE GOAL FOR FISCAL YEAR 2008**

**WHEREAS**, under 49 CFR Part 26, the Jackson Municipal Airport Authority (the "Authority") is required to establish goals for participation by Disadvantaged Business Enterprises ("DBEs") in U. S. Department of Transportation-assisted contracts for each fiscal year; and

**WHEREAS**, the applicable federal regulations establish a process by which the Authority must establish its goals for DBE participation each fiscal year; and

**WHEREAS**, the staff of the Authority has followed the required process and determined that an appropriate goal for DBE participation in U. S. Department of Transportation-assisted contracts of the Authority for fiscal year 2008 is 15.14%, as more particularly described in that certain memorandum dated June 19, 2007, (i) included in the packet distributed to the Board prior to the June 21, 2007, Special Meeting of the Board (the "Memorandum") and (ii) incorporated herein by reference; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, establish a goal of 15.14% for DBE participation in U. S. Department of Transportation-assisted contracts of the Authority during fiscal year 2008.

[Commissioner Glover's participation in the Meeting was terminated at this time.]

**E. Lease Agreements.**

1. Lease Agreement with Civil Air Patrol, HF: Approve Renewal Amendment.
2. Lease Agreement with U. S. General Services Administration, Lease No. GS-04B-45037, JEIA: Approve Supplemental Agreement No. 1 for Reconfiguration of TSA Leasehold.
3. Lease Agreement with ExpressJet Airlines, Inc. d/b/a Continental Express, Inc., JEIA: Approve Amendment to Airport Use Permit and Lease Agreement.

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
REGARDING LEASE AGREEMENTS**

**WHEREAS**, the Jackson Municipal Airport Authority (the "Authority") previously entered into (i) a ground lease at Hawkins Field (the "CAP Ground Lease") with the Mississippi Wing of the Civil Air Patrol ("CAP") and (ii) a lease of certain space within the Main Terminal Building at Hawkins Field (the "CAP Terminal Lease") with CAP; and

**WHEREAS**, as more particularly described in that certain memorandum dated May 8, 2007, (i) included in the packet distributed to the Board of Commissioners (the "Board") of the Authority prior to the Special Meeting of the Board on June 21, 2007 (the "CAP Memorandum"), and (ii) incorporated herein by reference, the staff of the Authority has recommended that the Board approve and authorize negotiation and execution of a new comprehensive lease (the "New CAP Lease") with CAP to include the properties under both the CAP Ground Lease and the CAP Terminal Lease for a new term of five (5) years, all for the nominal fee of \$1.00 per year; and

**WHEREAS**, as more particularly described in that certain memorandum dated May 7, 2007, (i) included in the packet distributed to the Board prior to the Special Meeting of the Board on June 21, 2007 (the "TSA Memorandum"), and (ii) incorporated herein by reference, the U. S. General Services Administration ("GSA"), which leases space on behalf of the Transportation Security Administration ("TSA") in the Main Terminal Building at Jackson-Evers International Airport ("JEIA"), has asked the Authority to reconfigure the space

leased on behalf of TSA at JEIA and execute a certain supplemental agreement to accomplish the same (the "TSA Supplemental Agreement"); and

**WHEREAS**, as more particularly described in that certain memorandum dated June 18, 2007, (i) included in the packet distributed to the Board prior to the Special Meeting of the Board on June 21, 2007 (the "ExpressJet Memorandum"), and (ii) incorporated herein by reference, the staff of the Authority has recommended that the Board approve and authorize negotiation and execution of an amendment to the Airport Use Permit and Lease Agreement between the Authority and ExpressJet, whereby ExpressJet will relocate its service at Jackson-Evers International Airport from Gate No. 18 to Gate No. 16 and rent the jet bridge attached thereto (the "ExpressJet Amendment"); and

**WHEREAS**, the Board has reviewed the CAP Memorandum, the TSA Memorandum, and the ExpressJet Memorandum, and has considered the recommendations by the staff of the Authority that the Authority negotiate and execute (i) the New CAP Lease, (ii) the TSA Supplemental Agreement, and (iii) the ExpressJet Amendment;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of the New CAP Lease with the CAP, and in connection therewith, the Board specifically determines and finds that the services provided at Hawkins Field and to the Authority and the flying and general public by the CAP justify a rental rate of \$1.00 per year for the CAP under the New CAP Lease, said New CAP Lease to be in such form and to contain such terms and conditions consistent with the CAP Memorandum and the foregoing as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
2. The Board hereby approves and authorizes negotiation and execution of the TSA Supplemental Lease with GSA, said TSA Supplemental Lease to be in such form and to contain such terms and conditions consistent with the TSA Memorandum and the foregoing as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
3. The Board hereby approves and authorizes negotiation and execution of the ExpressJet Amendment with ExpressJet, said ExpressJet Amendment to be in such form and to contain such terms and conditions consistent with the ExpressJet Memorandum and the foregoing as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**F. Grants.**

1. Grant Offer from the International Public Management Association for Human Resources for Government Agencies to Encourage Innovative Human Resources Practices in the Public Sector, JMAA: Authorize Acceptance of Grant Offer.

Mr. Vanderleest directed the Board's attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING APPLICATION AND RECEIPT OF GRANT FROM INTERNATIONAL PUBLIC MANAGEMENT ASSOCIATION**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has recommended that the Board of Commissioners (the "Board") of the Authority approve and authorize an application for, receipt of, and use of a certain Grant for Government Agencies (the "Grant") from the International Public Management Association for Human Resources (the "Association for Human Resources") in an amount estimated to be approximately \$25,000.00, all as more particularly described in that certain memorandum dated June 4, 2007, (i) included in the packet distributed to the Board prior to the Special Meeting of the Board on June 21, 2007 (the "Memorandum"), and (ii) incorporated herein by reference; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation of the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize an application for the Grant with the Association for Human Resources, and if the Grant application is accepted and approved, receipt and use of the Grant proceeds, subject to the purpose and conditions of the Grant.

**G. Safety Management System Pilot Program, JMAA: Authorize Publication of Request for Proposals or Qualifications for Consulting Services.**

Mr. Vanderleest directed the Board's attention to the Memorandum dated June 15, 2007, in the Packet, which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING PUBLICATION OF  
REQUEST FOR PROPOSALS OR QUALIFICATIONS FOR PROFESSIONAL  
SERVICES IN CONNECTION WITH FAA PILOT PROJECT REGARDING  
AIRPORT SAFETY**

**WHEREAS**, by prior resolution duly adopted by the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”), the Board approved and authorized the filing of an application for and participation in a pilot project of the Federal Aviation Administration Office of Airport Safety and Standards (the “FAA”) to develop guidelines for airport safety management, including production of a Safety Management System Plan and Safety Program Manual for airports selected for the pilot project (the “Pilot Project”); and

**WHEREAS**, the staff of the Authority has advised the Board that the Authority’s application for the Pilot Project was accepted, and has recommended that the Board approve and authorize publication of a request for proposals or qualifications (the “RFP”) for professional services in connection with participation in the Pilot Project, including without limitation services in connection with development of guidelines for airport safety management and production of a Safety Management System Plan and Safety Program Manual (the “Services”); and

**WHEREAS**, the Board has considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize publication of the RFP for the Services.

**H. Other Matters.**

1. Board Committees: Approve Committee Members and Schedule Meetings.

Mr. Vanderleest reminded the Board that it had previously designated the following four strategic initiatives: (i) Administration, (ii) Hawkins Field, (iii) Planning and Economic Development, and (iv) Customer Service and Marketing. The Board had also discussed designating a Board committee for each initiative, with each committee to be chaired by a Commissioner, with the Chairman of the Board serving as the second member of each committee. Mr. Vanderleest suggested that the Board consider at this time designating the chairs of each committee and scheduling committee meetings.



After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION DESIGNATING BOARD COMMITTEE ASSIGNMENTS  
AND SCHEDULING BOARD COMMITTEE MEETINGS**

**WHEREAS**, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) previously designated the following four strategic initiatives: (i) Administration, (ii) Hawkins Field, (iii) Planning and Economic Development, and (iv) Customer Service and Marketing (the “Strategic Initiatives”); and

**WHEREAS**, the Board wishes to (i) appoint committees of the Board to focus on each of said Strategic Initiatives and (ii) schedule meetings of each such committee;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby designates and appoints the following Board committees:

1. Administration: Committee Chairman, Dr. Glenda Glover; other committee member, J. R. Jones;
2. Hawkins Field: Committee Chairman, Johnnie Patton; other committee member, J. R. Jones;
3. Planning and Economic Development: Committee Chairman, Dr. Sylvia Stewart; other committee member, J. R. Jones;
4. Customer Service and Marketing: Committee Chairman, Earle Jones; other committee member, J. R. Jones; and

**RESOLVED, FURTHER**, at 3:00 p.m. on the date of each regular monthly Board meeting, one of the committees shall meet at the site of the regular monthly meeting, in accordance with a schedule to be determined by the Chairman of the Board and published in accordance with the notice requirements for special meetings of the Board.

During additional discussion, the Board reviewed and discussed a proposed notice of the schedule for Board Committee meetings (the “Notice”), a copy of said Notice being attached as an exhibit to the minutes of the Meeting. After discussion, the staff was directed to distribute and post the Notice as required under the Authority’s bylaws, with the understanding that if a change in the schedule becomes necessary, a new notice will be distributed.

2. Board Travel.

Chairman J. R. Jones asked the Board to approve and authorize travel expenses for his attendance at the ACI Commissioners Conference in Atlanta, Georgia, on June 24-26, 2007.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover not being present at this time), the Board adopted the following resolution.

**RESOLUTION APPROVING BOARD TRAVEL**

**RESOLVED**, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, the Board hereby does: (i) approve and authorize Chairman J. R. Jones to attend the ACI Commissioners Conference in Atlanta, Georgia, on June 24-26, 2007; and (ii) approve and authorize reimbursement of reasonable and necessary travel and lodging expenses for the foregoing.

3. Employee Recognitions.

a. Employee of the Month.

- (1) Pete Carter – Mechanic, Facilities Department (May).
- (2) Larry Davis – Compliance Analyst, Legal (June).

Mr. Vanderleest recognized and commended Mr. Carter and Mr. Davis as Employee of the Month for the months of May and June, 2007, respectively.

b. Certificates of Completion: American Sign Language.

In order to provide meaningful staff development opportunities and enhance customer service for the traveling public, Mr. Vanderleest said that the Authority had sponsored an eight week Basic American Sign Language class for its employees. Mr. Vanderleest then introduced and commended Rene’ Woodward, JMAA Director of Human Resources and Administration, who organized the class. Ms. Woodward and Mr. Vanderleest then introduced and commended the following employees for completing the Basic American Sign Language class:

- (1) PSC Deforoest Gardner, Public Safety (not present).
- (2) Karen Hatten, Human Resources & Administration.

- (3) Rhonda Knight, Human Resources & Administration (not present).
- (4) Sgt. Terry Miller, Public Safety (not present).
- (5) Lt. Desmond Reed, Public Safety.
- (6) Debbie Skipper, Public Safety.

4. Community Bank Hangar, JEIA: Approve Lease Extension.

During the Board's prior discussion of employing Aviation Management Consulting Group to assist the Authority in developing a long-term strategy for general aviation hangars at JEIA, including preparing a request for proposals for general aviation hangars at JEIA, and evaluating and making recommendations regarding responses to said request for proposals, the Board had discussed Community Bank's continuing interest in negotiating a long-term lease of the hangar presently leased by the Authority to DuPont, and subleased by DuPont to Community Bank. During discussion, the staff and legal counsel said that the underlying lease between the Authority and DuPont would expire on August 31, 2007, before any responses to a request for proposals could be evaluated. Accordingly, the staff and legal counsel recommended that the Board offer to enter into a separate lease agreement with Community Bank, to permit Community Bank to continue to lease the hangar at the same rental rate being paid by Community Bank to DuPont (\$2,600 per month), subject to termination on sixty (60) days notice.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present (Commissioner Glover being present at this time), the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING LEASE  
AGREEMENT WITH COMMUNITY BANK**

**WHEREAS**, the Jackson Municipal Airport Authority (the "Authority") previously entered into a lease of certain real property at Jackson-Evers International Airport, said lease being currently held by DuPont, Inc. (the "DuPont Lease"), upon which real property a general aviation hanger has been built (said real property and the hanger thereon being collectively referred to as the "Hanger"); and

**WHEREAS**, DuPont has executed a certain sublease of the Hanger to Community Bank (the "Community Bank Sublease"); and

**WHEREAS**, the DuPont Lease will expire on August 31, 2007; and

**WHEREAS**, the staff of the Authority has recommended that the Board of Commissioners (the “Board”) of the Authority offer to enter into a new lease agreement with Community Bank (the “Community Bank Lease”), whereby Community Bank would lease the Hangar from the Authority upon termination of the DuPont Lease at a rental rate equal to the rental rate being paid presently by Community Bank to DuPont, subject to termination upon sixty (60) days notice; and

**WHEREAS**, the Board has considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize negotiation and execution of the Community Bank Lease, whereby Community Bank would lease the Hanger at a rental rate equal to the rental rate being paid by Community Bank to DuPont under the Community Bank Sublease subject to termination upon sixty (60) days’ notice, said Community Bank Lease to be in such form and to contain such terms and conditions consistent with the foregoing as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

5. Customer Service Issues.

Commissioner Stewart asked the staff to consider recommending that the entire Main Terminal Building and exterior areas at Jackson-Evers International Airport be declared a “smoke-free” environment.

Commissioner Stewart also encouraged the staff to review and consider expanding its recycling program.

Commissioner Stewart also asked the staff to review and improve maintenance of the bathrooms in the Main Terminal Building at Jackson-Evers International Airport.

**VI. DISCUSSION: STRATEGIC INITIATIVES.**

No discussion or action was taken on this matter at the Meeting.

**VII. ADJOURNMENT.**

There being no further business to come before the Meeting, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Meeting was adjourned.

Respectfully submitted,

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J. R. Jones, Chairman

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Dr. Sylvia Stewart, Vice Chair

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Dr. Glenda Glover

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Earle Jones

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Johnnie Patton, P. R. PH.